

# FEDERAL PRACTICE FUNDAMENTALS

*PUTTING THE PIECES TOGETHER*

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**FEDERAL PRACTICE FUNDAMENTALS**  
**UNITED STATES DISTRICT COURT - EASTERN DISTRICT OF MISSOURI**  
**Thursday, September 22, 2005**

***Agenda***

- 8:30 - 8:40**      **WELCOME AND GREETING** (District Judge Carol E. Jackson, David Harlan and Lori Miller-Taylor)
- 8:40 - 8:55**      **A PROFILE OF THE EASTERN DISTRICT OF MISSOURI**  
An explanation of the roles of the different judges including the Magistrate consent process, a statistical breakdown of the case types included in the court's workload and a review of the times to disposition of various pleadings and hearings. (Mike Penick and Jim Woodward)
- 8:55 - 9:55**      **SESSION I - FEDERAL TRIAL PROCEDURE**  
An overview to include the local rules and proper procedures for the filing of motions and exhibits, jury operations, informal matters, discovery disputes, courtroom practices and the "meet and confer" rule. (Judge Thomas C. Mummert, III, Melanie Berg, Lori Miller-Taylor, K. Lee Marshall)
- 9:55 - 10:10**      **BREAK**
- 10:10 - 10:55**      **SESSION II - ETHICAL ADVOCACY IN THE FEDERAL DISTRICT COURT**  
A presentation by a judge on ethical standards, including civility between lawyers, as they apply to the Federal court. (Judge E. Richard Webber and Judge Frederick R. Buckles)
- 10:55 - 11:15**      **SESSION III - ALTERNATIVE DISPUTE RESOLUTION (ADR)**  
An explanation of the Alternative Dispute Resolution process and the benefits of mediation for civil cases. (Judge David D. Noce, James G. Woodward and Sherry Compton)
- 11:15 - 11:45**      **SESSION IV - (Part 1) COURTROOM TECHNOLOGY**  
An orientation to ELMO, Smart Tables, and interpretation Equipment. (Judge Catherine D. Perry, Laura Wildermuth and Deborah Golemon)
- 11:45 - 12:10**      **SESSION IV - (Part 2) CASE MANAGEMENT/ELECTRONIC CASE FILING (CM/ECF) IN THE DISTRICT COURT**  
An explanation of Case Management including docketing and filing complaints. (Karen Moore and Cindy Davis)  
An overview of the CM/ECF system including PACER. (Adam Bell)
- 12:10 - 12:25**      **SESSION IV - (Part 3) WEBSITE RESOURCES ([www.moed.uscourts.gov](http://www.moed.uscourts.gov))**  
A guided tour of the contents of the District Court's website. (Adam Bell)
- 12:25 - 12:30**      **WRAP UP AND EVALUATIONS** (Lori Miller-Taylor)

## The Faculty

### **U.S. District Court, Eastern District of Missouri:**

Chief Judge Carol E. Jackson  
District Judge Catherine D. Perry  
District Judge E. Richard Webber

### **Lawyers:**

David W. Harlan, Senniger Powers  
K. Lee Marshall, Bryan Cave LLP  
Deborah Golemon, Assistant U.S. Attorney

### **Clerk's Office Staff:**

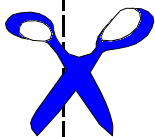
Lori Miller-Taylor, Chief Deputy Clerk  
Karen R. Moore, Operations Manager  
Cynthia Davis, Case Initiation Supervisor  
Adam Bell, Training Coordinator  
Laura Wildermuth, Team Leader/Case Mgr.  
Melanie Berg, Team Leader/Case Mgr.  
Sherry Compton, ADR Coordinator  
Mike Penick, Policy & Research Analyst

Magistrate Judge David D. Noce  
Magistrate Judge Thomas C. Mummert, III  
Magistrate Frederick R. Buckles  
James G. Woodward, Clerk of Court

### **Planning Committee:**

Chief Judge Carol E. Jackson  
David W. Harlan, Senniger Powers  
James G. Woodward, Clerk of Court  
Lori Miller-Taylor, Chief Deputy Clerk

**Sponsors: The United States District Court, Eastern District of Missouri  
and the Federal Practice Memorial Trust**



### Registration Form Federal Practice Fundamentals - Thursday, September 22, 2005

Name: \_\_\_\_\_  
Last First M. Jr./III

Co./Firm/Agency: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Bar No: \_\_\_\_\_ Phone No: \_\_\_\_\_

Fax No: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Registration Fees:**  
**By September 1 \$40**  
**After September 1 \$50**

All registration must be paid in advance with a  
check made payable to **the Federal Practice Memorial Trust**

**Mail check and registration form to:**  
Lori Miller-Taylor, Chief Deputy Clerk  
United States District Court 111 South Tenth Street, Room 3.300  
St. Louis, MO 63102

***If you have special needs addressed by the Americans with Disabilities Act, notify us at the address above or call (314)244-7910***

## FEDERAL PRACTICE FUNDAMENTALS

*Putting the Pieces Together*

**Sponsor:** The Federal Practice Memorial Trust  
and The United States District Court

**Date:** Thursday, September 22, 2005

**Location:** Thomas F. Eagleton United States Courthouse  
111 South Tenth Street, 22nd Floor  
Multipurpose Room

**Registration Fee:** By September 1 \$40  
After September 1 \$50  
**All registrations must be paid in advance  
with a check made payable to the  
Federal Practice Memorial Trust  
mail check and registration form to:**

Lori Miller-Taylor, Chief Deputy Clerk  
United States District Court  
Eastern District of Missouri  
111 South Tenth Street, Room 3.300  
St. Louis, Missouri 63102

**Course Material:** Course Materials prepared by the  
speakers will be compiled and  
distributed.

**Refunds:** Cancellations must be received by  
August 29, 2005 to receive a refund,  
less a \$20.00 cancellation fee;  
a substitute attorney may attend.  
Materials are sent to no-shows  
as a full satisfaction of the tuition.

**Parking:** Parking is not included in the tuition.

**MCLE:** **This program qualifies for 4.2 CLE credit hours  
in Missouri and .9 hours of Ethics credit.**

Registration Information:

Lori Miller-Taylor, Chief Deputy Clerk  
[Lori\\_Miller-Taylor@moed.uscourts.gov](mailto:Lori_Miller-Taylor@moed.uscourts.gov) or (314)-244-7910



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Eastern District of Missouri  
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